

19 March 1958

MEMORANDUM FOR: Chief, Management Staff

SUBJECT : Report to Killian Committee
1 September 1957 thru 31 March 1958

Recent Suggestion Awards Staff accomplishments worthy of consideration for your Killian Committee Report include:

1. Since 1 September 1957, the Suggestion Awards Committee has adopted 44 employee suggestions, granting awards totaling \$2,675 based on estimated first-year savings of \$25,594.
2. As a result of the Suggestion Awards Staff's theme for FY 1958, the quality of the employee suggestions has improved. Personal contacts, lectures, and advertisements emphasizing the value of better suggestions for the Agency and employees have resulted in higher quality suggestions. Suggestion Awards granted during the period of this report average 5% higher than awards granted during the same period the previous year.
3. Among recent suggestions there is a definite trend toward improving communications between Headquarters and Field STATINTL
Stations.

[Redacted Signature Box]

/Chief, Suggestion Awards Staff